

DR PROT.N. 1153 del 12.01.2024

Subject: Selection procedure for the conferral of 1 (one) one-year research collaboration grant for the Academic Discipline ICAR/12 “Architecture Technology”, School of Architecture and Design, within the scope of the PRIN 2022 funds - Unique Project Code (CUP) J53D23009190006 - Project Title: “*Multidimensional analysis to relate home retrofit interventions to conscious energy management (MATCH-RES)*” — Research Tutor: Prof. Maria Federica Ottone - CALL / NOTICE OF SELECTION PROCEDURE

THE RECTOR

HAVING REGARD TO Law No. 240 of 30 December 2010, in particular Art. 22 containing provisions regarding “Research Grants”, in force until 29 June 2022;

HAVING REGARD TO Decree-Law No. 36 of 30 April 2022, converted with amendments by Law No. 79 of 29 June 2022, published in the Official Gazette – General Series - No. 150 of 29 June 2022, which entered into force on 30 June 2022, containing further urgent measures for the implementation of the National Recovery and Resilience Plan (Italian acronym: PNRR), which in art. 14, paragraph 6-septies introduces research contracts, which will replace research grants, specifying in the following paragraph 6-quaterdecies that it will be possible to continue to launch procedures for the awarding of research grants limited to the resources already programmed or approved by the respective governing bodies until 31 December 2022;

HAVING REGARD TO Decree-Law No. 198 of 29 December 2022 (the so-called “Milleproroghe” [one-thousand extensions] decree 2023), converted with amendments by Law No. 14 of 24 February 2023, published in the Official Gazette - General Series – No. 49 of 27 February 2023, which in art. 6, paragraph 1, letter a) modifies the deadline established by law No. 79 of 29 June 2022 to announce the selective procedures for research grants, extending it to 31 December 2023;

HAVING ACKNOWLEDGED that, to date, the University of Camerino has never issued procedures for the award of research contracts;

WITH REFERENCE TO the Regulation still in force on the Conferral of Research Grants, issued with Rector’s Decree No. 6408 of 07 February 2020;

HAVING REGARD TO Ministerial Decree of 9 March 2011, pursuant to Art. 22 of Law No. 240/2010, which established that the minimum amount to be attributed to the holders of research collaboration grants is € 19,367.00;

HAVING REGARD TO Ministerial Decrees of 26 February 1999 and of 04 May 1999, respectively concerning identification and reclassification of academic disciplines in university studies, subsequently amended by Ministerial Decree of 04 October 2000;

HAVING REGARD TO Law No. 241 of 7 August 1990 and subsequent amendments and additions, containing rules on administrative procedure and the right of access to administrative documents, in compliance with the principles of legality, economy, effectiveness, impartiality and transparency;

HAVING REGARD TO Presidential Decree No. 445 of 28 December 2000, and subsequent amendments, providing for the so-called “Consolidated Act on legislative and regulatory provisions with reference to administrative documentation”;

HAVING REGARD TO Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, providing for “Reorganisation of the regulation concerning the right of civic access and the obligations of publicity, transparency and dissemination of information by Public Administrations”;

HAVING REGARD TO the University of Camerino signing the declaration of commitment to adopt the European Charter for Researchers and of the Code of Conduct for the Recruitment of Researchers, in July 2005;

WITH REFERENCE TO the Code of Ethical Conduct of the University of Camerino, issued with Rector’s Decree, No. 16 of 3 February 2015, and then recently modified with Rector’s Decree No. 123/2023 Prot. No. 27774 of 19 April 2023;

HAVING ACKNOWLEDGED that the Board of Directors approved the new 2023-2025 Integrated Plan of Activities and Organization (Italian acronym: PIAO) at its meeting on 31 January 2023, which, as required by the Decree-Law No. 80 of 9 June 2021, converted with amendments by Law No. 113 of 06 August 2021, starting from 30 April 2022, contains, as an integral part, the planning of the prevention of corruption and transparency, effectively replacing the Three-year Plan for the Prevention of Corruption and Transparency;

WITH REFERENCE TO the Gender Equality Plan 2022-2024, under which the University of Camerino guarantees equality and equal opportunities for men and women as regards access to employment and related conditions, even with the overcoming of territorial differences;

HAVING REGARD TO Law No. 127 of 15 May 1997, in particular art. 3, paragraph 7, which provides for a preference in favour of the younger candidate as a preferential element in the recruitment of personnel in the event of an equal score;

HAVING REGARD TO Law No. 104 of 5 February 1992, as amended, regulating assistance, social integration, and the rights of the disabled;

HAVING REGARD TO Director’s Decree No. 104 of 2 February 2022 “PRIN 2022”, with which the notice relating to Projects of Significant National Interest for the year 2022 was issued;

HAVING REGARD TO the Director's Decree for admission to financing No. 1109 of 20 July 2023, relating to the project presented by Prof. Maria Federica Ottone of the School of Architecture and Design;

HAVING REGARD TO the mandatory deed sent by e-mail to the Rector and the Director General of the University of Camerino on 5 August 2022, which indicates the terms and conditions of the Decree for admission to financing (Director's Decree No 1057 of 23 June 2022), and which dictates the timetable for the implementation of the VITALITY project;

ACKNOWLEDGING that the activation of the grant reported below will be subject to the signing of the Obligatory Deed by the Principal Investigator and all the Unit Managers with the Ministry of University and Research;

WITH REFERENCE TO the Resolution of the Board of the School of Architecture and Design No. 150 of 16 November 2023, requesting the activation of a selection procedure for the conferral of a research grant for the Academic Discipline ICAR/12 "Architecture Technology";

WITH REFERENCE TO the resolutions of the Board of Directors and the Academic Senate, relating to their meetings of 29 November 2023, with which the activation of the aforementioned research grant was approved;

ASCERTAINED that the cost of the contract, which will be activated with this selection procedure, will be borne entirely by the PRIN 2022 project, the cost of which and the unique project code (CUP) are shown below;

DECREES

Art. 1

Subject

A public selection procedure, based only on qualifications, for conferral of 1 (one) research grant for the carrying out of research activities at the School and for the research project indicated below, is now open:

SCHOOL OF ARCHITECTURE AND DESIGN

Research Project Title: *"Multidimensional analysis to relate home retrofit interventions to conscious energy management (MATCH-RES)"*

Purpose of the project: Increasing the energy efficiency of buildings is only part of the broader goal of making our buildings environmentally, economically and socially sustainable: energy efficiency does not only depend on the improvement of their characteristics, but also on demand, on the management of self-consumption, and on a more effective and active commitment of the occupants. Different types of interventions will be highlighted to arrive at a roadmap of the energy retrofiting path starting from a critical analysis of the recent 110% experiences, aimed at improving both the

awareness and trust of stakeholders, and which will have to respond to multiple requirements (environmental, social, functional), at different scales (home, building, and district), and finally return measurable energy conservation values, through monitoring and controls to achieve efficiency, safety, and accessibility.

Research Area (CUN): 08 - Civil Engineering and Architecture

Academic Discipline: ICAR/12 “Architecture Technology”

Duration of the grant: 12 months (with the possibility of renewal)

Cost of the grant: €24,000.00 (gross amount inclusive of all charges, including those borne by the organisation).

Gross cost of the grant: €19,450.00

This amount will be borne by the PRIN 2022 project, held by Prof. Maria Federica Ottone, CUP J53D23009190006 – Cost centre ADI1020033

Tutor: Prof. Maria Federica Ottone

Place of carrying out the research activity: School of Architecture Technology - Ascoli Piceno headquarters

Admission requirements and qualifications: Masters’ Degree (or equivalent) in Architecture and Civil Engineering and Architecture (Class LM-4)

Qualifications valid for evaluation: PhD, publications; research activities and participation as a speaker at conferences and/or seminars; projects and professional experiences on topics related to the research project.

Good knowledge of English language is also required.

Procedure method: Based only on qualifications.

Art. 2

Requirements for participation in the selection procedure

The following shall be admitted to the selection procedure for the conferral of research grants:

- Candidates in possession of a Masters’ degree in the Class indicated in Art. 1 of this Notice of Competition;
- Candidates having a scientific-professional curriculum suitable for carrying out the research activity.

The aforementioned admission requirements must be met on the expiry date of this call for applications, under penalty of exclusion.

Foreign citizens must be in possession of a degree equivalent to those previously mentioned. Equivalence must be certified by competent authorities.

Research grants shall not be awarded to permanent staff members at universities, public research and experimentation agencies and institutions, the Italian National Agency for New Technologies, Energy and Sustainable Development (ENEA), the Italian Aerospace Agency (ASI), as well as at the institutions conferring scientific specialisation degrees recognised as equivalent to a PhD degree pursuant to Art. 74, paragraph 4 of Presidential Decree. No. 382 of 11 July 1980.

Candidates excluded from the active political electorate shall not be admitted to the selection procedure.

Foreign citizens must also meet the following requirements:

- a) enjoying full civil and political rights in the Country of origin or provenance;
- b) meeting all the requirements necessary for the Italian citizens, except for the Italian citizenship,
- c) having adequate knowledge of the Italian language.

Pursuant to Art. 18, paragraph 1, letters b) and c) of the Law No. 240/2010 and Art. 1, paragraph 3 of the Regulations, candidates having a degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the proposal for the activation of the contract, or with the Rector, Director-General, or a member of the University's Board of Governors, shall not be admitted to the selection procedure.

Furthermore, candidates who have already been awarded research grants by any institution, pursuant to Law No. 240/2010, for a period exceeding 6 years when summed up with the duration of this grant, shall not be admitted to this selection procedure. If the grant has been awarded during a PhD programme without a scholarship and up to the legal duration of the course, that period is not counted.

Furthermore, candidates who have held contracts as research fellows or fixed-term researchers, pursuant to Articles 22 and 24 of Law No. 240/2010, with the University of Camerino or any other Italian university, government, non-government or online, or with institutions described in Art. 22, paragraph 22 of Law No. 240/2010, for a period exceeding 12 years, when summed up with the duration of this grant, even if not continuous, shall not be admitted to this selection procedure.

Periods spent on maternity leave or sick leave, according to the current legislation, shall not be taken into account for the purposes of the duration of the aforementioned work relationships.

The Administration may order, at any time, with a motivated provision, the exclusion from the selection procedure due to lack of the prescribed requisites.

Art. 3 Application and presentation deadline

The application and the related attachments must be submitted exclusively through the computer application system adopted, available at the link indicated on the webpage on which the Notice of the Selection Procedure was published.

For the online submission of the application, candidates must have an ordinary e-mail address (not certified e-mail), for the purposes of registering with the system. Registration must be done at the time of first access.

Please note that the e-mail address indicated by the candidate during registration will be used by this Administration for all subsequent communications relating to the selection procedure in question.

All information needed for the correct completion and submission of the application is available in the “*Guide to completing the online application*”, published on the application form home page.

The application must be submitted exclusively through the online procedure indicated in the Notice, containing the following wording, which differs according to the position announced:

“Application to Selection procedure for the conferral of 1 (one) one-year research grant for the Academic Discipline ICAR/12 - School of Architecture and Design – PRIN 2022 funds - Research Tutor: Prof. Maria Federica Ottone”.

Applications presented in ways other than online will not be considered admissible and therefore will be excluded.

Applications for participation must be sent electronically, under penalty of exclusion, by 01:00 p.m. (Italian time) on the thirtieth day following that of publication of this Notice on the Unicam website.

If the deadline of the Notice falls on a Saturday or a public holiday, the deadline will be postponed to the first next working day.

Each candidate can send only one application.

The application and its attachments must be sent in one of the following formats: PDF, JPG, JPEG, PND (maximum size for each attachment 5MB).

Successful application and date of receipt of the application is certified by the computer system by means of a receipt, which will be automatically sent to the e-mail address provided by the candidate during registration.

The computer application system for submitting the application will remain active even on any days when the University is closed.

After the deadline for submitting applications, the system will no longer allow submissions.

Assistance with the online compilation may be requested by sending a specific support request directly from within the platform and will be suspended starting from the twenty-ninth day from publication of the Notice, and until the deadline for the online compilation and submission of the application.

It should also be noted that in the week from 14 August to 19 August 2023, following the University's summer closure, immediate assistance will not be guaranteed in completing the application form electronically.

In the application, candidates must declare, assuming full civil, criminal and administrative responsibility, the following:

- 1) Their last name, first name, and tax code;

- 2) Place and date of birth;
- 3) Residence;
- 4) Contact details chosen for the purposes of this selection (in particular, the domicile if different from the residence, the ordinary e-mail address to which all communications relating to this selection procedure should be sent, and the mobile phone number);
- 5) Italian citizenship and the related enjoyment of civil and political rights;
- 6) Not having been excluded from active political electorate;
- 7) Not having been disqualified from holding public offices or not having been dismissed (fired for disciplinary reasons), or not having been exempted from employment in a public administration due to persistent insufficient performance, or not having been declared forfeited from a state job for having obtained it through the production of false documents or vitiated by non-amendable invalidity;
- 8) Not having any criminal convictions, or any pending criminal proceedings (otherwise, indicate which ones);
- 9) That a permanent psychophysical unsuitability for service in the Public Administrations has not been ascertained;
- 10) The Degree obtained with the date on which the degree was awarded and the University from which it was obtained, pursuant to art. 46 of Presidential Decree no. 445/2000;
- 11) The PhD degree, if any, the date on which the degree was awarded and the University from which the degree was obtained, pursuant to art. 46 of Presidential Decree no. 445/2000;
- 12) To hold no other scholarship, fellowship or research grant, and undertaking to renounce them in case of becoming successful candidates in this selection procedure;
- 13) Having no degree of kinship or affinity, up to and including the fourth degree, with a Professor working at the School publishing the Notice, or with the Rector, Director-General, or a member of the University's Board of Governors; Failure to present this last declaration shall result in the exclusion from the procedure;
- 14) Not having been the holder, or having been the holder of research grants, indicating in the latter case the duration;
- 15) Not having been the holder or having been the holder of a fixed-term Researcher contract, indicating in the latter case the duration;
- 16) That they authorise the University of Camerino to publish their curriculum, without personal data, on the website.

In particular, Citizens of the Member States of the European Union and citizens of non-EU countries must also declare that they enjoy civil and political rights in the Country of their origin or provenance, or the reasons for the non-enjoyment of the same, and that they have adequate knowledge of the Italian language;

Candidates with disabilities, pursuant to Law No. 104 of 05 February 1992, in their application must make an explicit request in relation to their disability and regarding the aid necessary for the completion of the interview.

Candidates must attach the following to the application:

- 1) **Curriculum vitae, bearing their signature and the date.** A copy of the curriculum, omitting the personal data (pursuant to Art. 4, paragraph 3 of Legislative Decree No. 33/2013), must also be sent in PDF format to one of the following e-mail address: anna.silano@unicam.it, in order to have

it published on the University website; The curriculum must contain a special declaration in lieu of affidavit, in which it is declared that what is reported in the same is true, pursuant to articles 19 and 47 of Presidential Decree No. 445/2000.

2) All the qualifications considered useful for the purposes of the assessment and the relative list (e.g., PhD, publications, research activities and participation as a speaker at conferences and/or seminars; projects and professional experiences on topics related to the research project), pursuant to articles 19 and 47 of Presidential Decree No. 445/2000. It should be noted that any publications in a foreign language must be produced in the original language; the same must be translated into Italian or French or English or German or Spanish, only if the original is produced in a language other than those already mentioned.

3) Degree(s) obtained abroad, required for admission to this selection:

- a) original copy or a copy authenticated by an Italian authority, notarised and accompanied by a certified or sworn translation;
- b) with attached declaration of value or the transcripts of the exams taken, relative to the degree required for participation;

In order to ensure the broadest possible participation in the procedure, candidates unable to present a degree obtained abroad when submitting the application, as indicated in the previous paragraph, must enclose with the application a photocopy of the degree accompanied by translation in Italian or English, and later, in case of successful candidates, obligatorily present the original degree, or authenticated copy of the same. A foreign qualification can be declared admissible by the Selection Committee, for the sole purpose of admission to this procedure.

4) A copy of a valid identity document;

The University Administration reserves the right to verify the veracity and authenticity of the statements produced.

Candidates are admitted to the selection with reserve (conditional admission).

The Administration may order at any time, with its own motivated provision, even after the interview has taken place, the exclusion from the selection itself, due to lack of the prescribed requisites.

The exclusion will be communicated directly, by e-mail, to the interested party.

Art. 4

Selection Committee and selection procedure

Each Selection Committee is appointed by Rector's Decree and is made up of the Head of Research Project and two other members, as well as a substitute member, Professors or Researchers, belonging to the academic discipline relating to the project or to the related sector.

If the funds for the disbursement of the grant derive in whole or in part from external funding, a member of the Committee may be an expert, indicated by the funding body, with particular documented competence with respect to the subject of the research program. The external member shall also be subject to the rules of the University's Code of Ethics

The Committee shall be made known by publishing the nomination decree on the University website, together with the individual names of the Committee members and their curricula.

The selection procedure shall be based on the evaluation of qualifications and publications and can may be followed by an interview.

When evaluating the qualifications, the Selection Committee shall consider the doctoral degree or equivalent qualification obtained abroad as a preferential qualification.

When evaluating the qualifications, only publications and specific qualifications relevant to the research activity to be carried out and showing the level of scientific and professional qualification achieved by the candidates will be taken into account.

The interview will focus on topics related to the research project chosen by the candidate and will be aimed at ascertaining the aptitude for research and the professional capacity required for the performance of the tasks to which the selection procedure refers. During the interview, the knowledge of the foreign language requested in the Notice of Competition may also be verified.

At the end of each meeting, the Committee shall draw up a specific report.

At the conclusion of each selection procedure, each Selection Committee, based on the evaluation of qualifications and publications and on the basis of the interview, will define the suitability or otherwise of each candidate and will draw up a ranking list of the suitable candidates.

With regard to scientific production, each Committee shall also evaluate the degree of creativity and autonomy shown by the candidate.

In case of renunciation of the successful candidates before the beginning of the activity, or in case of early termination due to unjustified failure to start the research activity, the grants may be conferred to suitable candidates, according to the order of the respective ranking lists.

The Rector, by Rector's Decree, shall ascertain the regularity of the acts of the selection procedure, consisting of the minutes of each meeting of the Committee, and shall approve the ranking list, which shall be immediately effective.

The results of each selection procedure shall be communicated to the winner of the grant, who will be invited to enter into a private-law contract in which the contractual rights and obligations shall be indicated.

This contract does not in any way constitute an employment contract and does not give any right with regard to access to the tenured positions at the University.

No communication shall be sent to any other candidates, who will be able to find out the results of the selection procedure from a Decree approving the procedure acts, published on the University website, "Personnel" - "Selection Procedures" - "Research grant selection procedures" - "Closed procedures, and in the UNICAM online notice board (<https://titulus-unicam.cineca.it/albo/>).

Art. 5

Conferral of the research grant

The grant shall be effective from the first day of the month following the Rector's Decree approving the selection procedure documents, unless there is a subsequent starting date resulting from the programs of the research structure and from agreements between the parties.

The research activity must be continuous. The methods of carrying out the research are governed by the organisational provisions in force at the School.

The grant is normally paid in deferred monthly instalments.

Accident insurance coverage is guaranteed to grant holders, in accordance with current legislation.

The grant holder may withdraw, subject to thirty days' notice or a shorter term, if justified. In the event of withdrawal within three months of the effective date, the grant made available is attributed until the original deadline to the first candidate placed in a useful position on the ranking list of the corresponding selection.

Art. 6 Renewal

The research grant, subject to a reasoned request from the Head of Research Project, approved by the School Council, can be renewed in compliance with the maximum limit of 36 months: however, the duration of the renewal can never be less than six months.

Art. 7 Incompatibility, rights, and duties

Incompatibility, rights, and duties are established in Articles 8 and 9 of the Research Grant Regulations available on the website of the University of Camerino, in section: "University – Organisation of our University – Regulations – Research".

Art. 8 Head of the Research Project

Head of the Research Project is a Full Professor or Senior Researcher, under whose guidance and direction the research activities envisaged by the grant are carried out.

Art. 9 Personal data processing

Pursuant to Art. 13 of the General Data Protection Regulation (EU Regulation 2016/679), candidates are hereby informed that the processing of personal data they provide when participating in the competition or in any case acquired for this purpose by the University of Camerino, is aimed solely at carrying out the activities of the selection procedure and the possible recruitment into service, and will be carried out by the persons in charge of the selection procedure, including the

Selection Committee, with the use of IT procedures, in the ways and within the limits necessary to pursue the aforementioned purposes, even in the event of any communication to third parties. The provision of such data is necessary to verify the participation requirements and possession of the required qualifications, and failure to provide them may preclude this verification, and therefore may lead to exclusion from this procedure. Candidates are entitled to the rights referred to in articles 15 et seq. of the aforementioned Regulation 2016/679; in particular, the right to access their personal data, to request their rectification, cancellation, limitation of processing, as well as to oppose their processing.

Interested parties who believe that the processing of personal data referring to them occurs in violation of the provisions of the Regulation have the right to lodge a complaint with the Guarantor, as foreseen by Art. 77 of the Regulation, or to take the appropriate judicial measures, according to the provisions of art. 79 of the Regulation.

The Data Controller is the University of Camerino, with registered office in Camerino, Piazza Cavour 19/f (the operational headquarters, following the post-earthquake condemnation of the Piazza Cavour office, are in via D'Accorso No. 16 – Rector's Office – University Campus), Certified e-mail: protocollo@pec.unicam.it.

The University of Camerino has appointed a Personal Data Protection Officer, whose contact details are E-mail: rpd@unicam.it; Certified e-mail: rpd@pec.unicam.it.

For more information, please consult the “information sheet for participants in competitions and selections announced by the University”, published on the University website on the page dedicated to the selection procedure.

Article 10

Public access to official records

In application of the transparency obligations, pursuant to Legislative Decree No. 33 of 14 March 2013, as amended by Legislative Decree No. 97 of 25 May 2016, **this Notice of the Selection Procedure, the list of candidates with the related curricula, the Decree appointing the Selection Committee, the minutes of the meetings, and the outcome of the aforementioned selection procedure** will be published on the University website, at: <https://www.unicam.it/personale/concorsi-e-selezioni>.

This Notice of Selection Procedure is also published on the UNICAM online notice board, on the website of the Ministry of University and Research <http://bandi.miur.it>, and on the EU website <http://ec.europa.eu/euraxess>.

Art. 11

Note on the application of the legislation regarding the prevention of corruption.

The University of Camerino, pursuant to Law No. 190 of 06 November 2012, containing “Provisions for the prevention and suppression of corruption and illegality in the public administration”, has adopted its three-year plan for the prevention of corruption, which is published on the University website in the transparent Administration section. Any reports relating to anomalies found in the

completion of the procedure referred to in this Notice may be sent to the Head of Corruption Prevention, to the following e-mail address: direzione.generale@unicam.it, or using the protected reporting procedure, to the following address: <http://www.unicam.it/amministrazionetrasparente/segnalazione-di-condotte-illecite-whistleblowing>

Art. 12

Person in charge of the Procedure

Person in charge of the procedure referred to in this Notice, is Ms. Anna Silano, phone: (+39) 0737.402024 e-mail: anna.silano@unicam.it.

THE RECTOR
Prof. Graziano Leoni